

L 205
.G6 A2
1901/
1902-
1902/
1903
Set 1

Thirteenth Annual Report
of the
Gonzales City Schools



Session 1901-02
Gonzales, Texas

THIRTEENTH ANNUAL REPORT

GONZALES CITY SCHOOLS

Session 1901-02

AND

ANNOUNCEMENT FOR SESSION

1902-03

GONZALES, TEXAS

GONZALES
REESE & BEACH, PRINTERS
1902

Board of Trustees.

HUGH LEWIS	Term expires May, 1904.
J. H. BOOTHE	Term expires May, 1904.
C. T. RATHER	Term expires May, 1904.
B. R. ABERNETHY	Term expires May, 1903.
T. F. HARWOOD	Term expires May, 1903.
A. R. WRIGHT	Term expires May, 1903.
F. O. SMITH	Term expires May, 1903.

OFFICERS OF THE BOARD.

HUGH LEWIS	President.
F. O. SMITH	Secretary.
A. R. WRIGHT	Assistant Secretary.
C. T. RATHER	Treasurer.
T. L. TOLAND	Superintendent.

Standing Committees.

FINANCE, CLAIMS AND ACCOUNTS.

HUGH LEWIS, A. R. WRIGHT, T. F. HARWOOD.

BUILDING, PURCHASE AND REPAIRS.

HUGH LEWIS, J. H. BOOTHE, C. T. RATHER.

RULES, GRIEVANCES AND COMPLAINTS.

HUGH LEWIS, F. O. SMITH, B. R. ABERNETHY.

TEACHERS, COURSE OF STUDY AND TEXT-BOOKS.

HUGH LEWIS, T. F. HARWOOD, T. L. TOLAND.

Calendar.

Session begins Monday, September 8, 1902.

First Term Examinations begin Thursday, December 18, 1902.

First Term closes Wednesday, December 24, 1902.

Second Term begins Monday, January 5, 1903.

Final Examinations begin Wednesday, May 6, 1903.

Annual Meeting of the Board of Trustees to pass on Teachers' Reports, Wednesday, May 13, 1903.

Promotion Cards given out Thursday, at 9 a. m. May 14, 1903.

Commencement Sermon Sunday, May 10, 1903.

Exercises of the Graduating Class Thursday night, May 14, 1903.

HOLIDAYS.

Thanksgiving Day, Thursday, November 26, 1903.

Christmas Vacation begins Wednesday, December 24, 1902.

Christmas Vacation ends Monday, January 5, 1903.

Washington's Birthday, Thursday, February 22, 1903.

San Jacinto Day, Tuesday April 21, 1903.

Directory.

PRESIDENT OF THE BOARD OF TRUSTEES.

The President of the Board will attend to school matters at any time when called upon to do so.

SUPERINTENDENT OF THE CITY SCHOOLS.

The Superintendent will be found at his office in the High School building at any time between 8 a. m. and 4 p. m. The patrons and friends of the schools are requested to visit and consult with him freely in regard to all matters pertaining to the interest of their children, or the schools.

REGULAR MEETINGS OF THE BOARD.

The Board will meet in regular session on the first Thursday of each school month at 4 p. m. in the office of the Superintendent.

TEACHERS MEETINGS.

The regular meetings of the white teachers of the city schools will be on the first and third Fridays at 3 p. m. in the Superintendent's office. Other meetings may be called by the Superintendent when necessary.

TEACHERS INSTITUTES.

An institute for the white teachers will be held on the first Saturday of each scholastic month at 10 a. m. in the High School building.

The colored teachers will hold an institute on the third Saturday of each month at 10 a. m. in the colored school building.

DAILY SESSION.

Regular session, 8:30 a. m. to 3:30 p. m.. In bad weather, may be changed at the discretion of the Superintendent.

Faculty.

HIGH SCHOOL DEPARTMENT.

T. L. TOLAND,

Superintendent of Schools and Principal of the High School Department.

Latin, History.

MISS ROZELLE NICHOLSON,

English and Supervisor of Drawing.

O. D. HARGIS,

Mathematics and Science.

MISS LAURA REESE,

German.

INTERMEDIATE DEPARTMENT.

MISS LAURA REESE,

Sixth Grade.

MISS HILDA KLUGH,

Fifth Grade.

MRS. MAUDE RANSON,

Fourth Grade

PRIMARY DEPARTMENT.

MISS BELLE KING,

Third Grade.

MISS OLLIE O'NEALL,

Second Grade.

MISS ORA WOOD,

Low First.

MISS LUCY MAY JOHNSON,

High First.

MRS. C. A. BURCHARD,

Instrumental and Vocal Music

MISS ROZELLE NICHOLSON,

Librarian.

B. J. WROBLEWSKI,

Janitor.

MEXICAN SCHOOL.

Teacher.

COLORED SCHOOL.

J. R. BENNETT,

Principal.

DORCAS N. WALKER,

Assistant.

Celestine B. Grant,

Assistant.

SARAH L. LEWIS,

Assistant.

Graduates of Gonzales High School.

1891

Abernethy, Robert Swepson, Captain in Artillery Corps; Instructor in Chemistry, Geology, Mineralogy, United States Military Academy, West Point, N. Y.

Ellis, Amos Downing, Teacher, Gonzales, Texas.

1892

Knox, Robert Bailey, Physician, Gillette, Wyoming.

May, Ethel, Stenographer, San Antonio, Texas.

Newby, Clifford Jeremiah, (deceased).

Smith, James Willis, Teacher, Corsicana, Texas.

1893

Lewis, Thos. Harwood, Lawyer, Tishomingo, I. T.

Trigg, Julia Bingham, (Mrs. Kleine), Gonzales, Texas.

Thomas, Robbie Daisy, Teacher, Yoakum, Texas.

Stephens, Andrew J., Teacher, Waelder, Texas.

Stephens, Alexander H., Teacher, Waelder, Texas.

1894

Fly, Edith, (Mrs. Hildebrand), Gonzales, Texas.

Qualls, Eddie, Teacher, Gonzales, Texas.

Ponton Cayloma, St. Louis, Mo.

Robinson, Louise, (Mrs. Miller), Waelder, Texas.

Boothe, Alice, (Mrs. Smith), Gonzales, Texas.

Warner, Henry J., Physician, Galveston, Texas.

1895

Fitzgerald, Nettie, (Mrs. McAdams), Brookston, Texas.

Matthews, Willie, Bookkeeper for Brick and Tile Co., Gonzales, Texas.

Ponton, Brownie, (Deceased).

1896

Williamson, Regina, (Mrs. Planck), Gonzales, Texas.

Ramsay, Lena Josephine, Bandera, Texas.

1897

No Graduates.

1898

Rather, Ethel, Student in University of Texas, Austin, Texas.

Bright, E. Ray, Bookkeeper for A. F. Dietze, Gonzales, Texas.

Colley, Lily C., Teacher, Gonzales, Texas.

1899

Watkins, Jennie H., Teacher, San Marcos, Texas.

McNeal, Lillie, Lockhart, Texas.

O'Neill, Ollie D., Teacher in Gonzales City Schools, Gonzales, Texas.
 Bright, C. Vaughn, with E. A. Gomez, Jeweler, Gonzales, Texas.
 Botts, Francis L., Bookkeeper for Gonzales Drug Co., Gonzales, Texas.
 Haynes, H. Walter, Gonzales, Texas.
 Green, Daisy D., (Mrs. Kent), San Angelo, Texas.
 Pettus, Ivy A., (Mrs. O'Connor), Gonzales, Texas.
 Scheske, Ada L., Gonzales, Texas.

1900

Ranson, J. H., Student, University of Texas, Austin, Texas.
 Burchard, Hoyt L., Student, University of Texas, Austin, Texas.
 Leadbetter, Virginia B., Oak Forest, Texas.
 Boothe, Walter L., Cattleman, Sweetwater, Texas.
 Kelly, Ioma L., (Mrs. Mohrmann), Gonzales, Texas.

1901

Chenault, Annie L., Gonzales, Texas.
 Meisenhelder, Rena May, Gonzales, Texas.
 Walker, Flora E., Granger, Texas.

1902 •

Rather, Roy L., Gonzales, Texas.
 Jahn, Eddie, Gonzales, Texas.
 Fouts, Elwood L., Stockdale, Texas.

Superintendent's Report.

To the Honorable Board of Trustees of Gonzales City Schools:

GENTLEMEN:—I have the honor to submit the regular Annual Report of the condition and progress of Gonzales City Schools:

GENERAL STATISTICS.

Population of Gonzales	5200
Scholastic population, white, 1902	499
“ “ colored, 1902	190
Total,	689

SCHOOL PROPERTY.

Estimated Value of Sites	\$ 20,000 00
“ “ “ Buildings	30,000 00
“ “ “ Furniture	5,000 00
“ “ “ Apparatus	500 00
“ “ “ Reference Library	250 00
“ “ “ Circulating “	500 00
“ “ “ Teachers’ “	50 00

TEACHERS.

White, male 2, female 10	12
Mexican, female 1	1
Colored, male 1, female 3	4
Total	17

BUILDINGS.

Number of Buildings	4
Number of Rooms	17
Number of Seats	750

NUMBER PUPILS ENROLLED.

White School	442
Mexican "	53
Colored "	209
Total	704

PER CENT. OF ATTENDANCE.

White	92
Mexican	88
Colored	80

NEITHER ABSENT NOR TARDY.

White	22
Mexican	0
Colored	0
Total	22

CASES CORPORAL PUNISHMENT.

White	2
Mexican	12
Colored	52
Total	66

CASES OF TARDINESS.

White	14
Mexican	12
Colored	201
Total	227

LENGTH OF SCHOOL TERM.

For White Children	9 months
For Mexican Children	9 months

For Colored Children 9 months

FINANCIAL STATEMENT—RECEIPTS.

State Fund	\$3382 00
County Fund	130 40
Transfers	235 20
City Taxes	2643 92
Tuition, Fees	1373 40
Amount from last year	230 88
Total	\$7995 80

DISBURSEMENTS.

Teachers' Salaries	\$6657 00
Janitor	300 00
Transfers to other Districts	39 20
Treasurer's Commission	33 82
Wood	95 00
Water	72 00
Other Supplies	102 95
Repairs	165 07
Census	34 45

Total **\$7499 59**

Balance on hand..... 496 21

Average cost of instruction for each pupil estimated on enrollment (month)	\$ 1 23
For entire year (9 months)	11 07
Estimated on actual attendance (month)	1 61
For entire year (9 months)	14 49

The following pupils are entitled to be mentioned on the honor roll of last session, having made the required average:

PRIMARY SCHOOL.

Examination:—Winston Harwood, J. B. Wells, Eliza Dawe, Victoria Bongard.

Term:—Victoria Bongard, J. B. Wells, Ruth Randle, Pearle Walker, Dudley Hoskins, Janie Park, Winston Harwood, Frank Woolsey, Willie Nathan, Ruth Spooner.

Year:—Ruth Randle, J. B. Wells, Winston Harwood Willie Nathan,

GRAMMAR SCHOOL.

Examination:—Birdie Wright.

Term:—Birdie Wright, Ettie Woolsey.

Year:—Birdie Wright, Ettie Woolsey.

PUPILS NEITHER ABSENT NOR TARDY DURING LAST SESSION.

PRIMARY SCHOOL.

Dudley Hoskins, Jamie Nixon, Jimmie Stone, George White, Ruth Randle, Pearle Walker, Lillian Muecke, Victoria Bongard, Phelps Walker, Harman Jordan.

GRAMMAR SCHOOL.

Etta Heflin, Mamie Turner, Lawrence Hoskins, Mary Kelley, Mary Ella Fly, Eugene Goss, Mildred Cobb, Roxie Kitchen, Mollie Spooner.

HIGH SCHOOL.

Lois O'Neill, Jennie Walker.

NEITHER ABSENT NOR TARDY FOR TWO YEARS.

Jamie Nixon, Pearle Walker, George White, Victoria Bongard, Lillian Muecke, Harman Jordan, Mollie Spooner, Lois O'Neill, Jennie Walker.

NEITHER ABSENT NOR TARDY FOR THREE YEARS.

Harman Jordan, Lois O'Neill.

The work has been very satisfactory in all the departments during the past session. The high average per cent of attendance, the very few cases of tardiness and the large number who have been neither absent nor tardy during the sessions are wholesome indications.

Corporal punishment is almost a thing of the past in the white schools, having had only two cases during the last session. The general deportment of the pupils is as good as can be found in any public school in the state. We have had no suspensions or expulsions during the session, nor indeed for several years past.

The greatest drawback to the progress and growth of the schools is the crowded condition of the lower grades. We hope that some arrangement may be made to meet this condition by the opening of the schools, or, at least, as soon as is possible. The Board of Trustees are to be congratulated on the excellent condition of the schools. The financial condition is good, Gonzales being one of the few towns which has its schools on a cash basis. The disinterested labors of the Board of Trustees should be appreciated by every citizen of Gonzales. They have been faithful in the discharge of their duties, and the fact that Gonzales has a Board of educated, broad-minded men to look after its educational interests, is a sufficient pledge for the future of her schools. The Trustees have provided for several changes in the course of study and the arrangement of grades which will be of great benefit to the usefulness of the schools. After this the Seventh Grade

will become a part of the High School. The High School will be conducted on the departmental plan as much as is possible. Also the pupils in the High School will be graded on subjects and not by grades, as in the past.

There have been several changes in the faculty on account of the resignation of some of the former teachers, but I am sure that the Board has made wise selections. We have a very select corps of teachers, selected for their especial fitness for the work assigned them. I am glad that we have a Board of Trustees who strive to select their teachers on merit and fitness for the work rather than special "pull," as is the case in a great many places.

In conclusion, gentlemen, allow me to thank you for your kind consideration, advice and co-operation during the past six years, which I have had the honor as well as pleasure of serving you in the capacity of Superintendent of your City Schools.

Very respectfully,

T. L. TOLAND,
Superintendent.



Commencement Programme.

Court House,

May 15, '02.

Class Flower—Pink.
Colors—White and Blue.
Motto—"Nosce te ipsum."

GRADUATES.

ROY RATHER, EDDIE JAHN, ELWOOD FOUTS.

PROGRAM.

Invocation..... Rev. John Stanly Thomas
Piff-Paff
Misses Lillian Joseph, Bettie Stahl, Willie Ben Peck and Ada Houston
Salutatory..... Eddie Jahn

Chorus.

Oration—"David Copperfield"—A Criticism..... Roy Rather
Over Hill and Dale
Misses Annie Monkhouse, Willie Ben Peck, Ada Houston and Mary
Harral.
Oration—The Almighty Dollar Eddie Jahn

Chorus

Oration—A Coon Hunt Elwood Fouts
Duet..... Misses Lillian Joseph and Bettie Stahl
Address..... Rev. Thomas Gregory
Mocking Bird.....
Misses Annie Monkhouse, Willie Ben Peck, Ada Houston and Mary
Harral.

Valedictory..... Roy Rather
Presentation of Diplomas and University Scholarship..... T. F. Harwood

Chorus

Benediction Bev. Thomas Gregory

Course of Study.

The course of study in the City Schools of Gonzales is made to extend over a period of ten years. It consists of three departments, called Primary, Intermediate and High School. The Primary Department is subdivided into three grades of one year each; the Intermediate into three grades of one year each; the High School into four grades of one year each. The course outlined requires ten years, consisting of thirty-six weeks each, for the average pupil.

Primary Department.

This Department includes the first three grades, and a large per cent of all the children in the schools are enrolled here. The work in this Department is more essential than in either of the others.

First Grade.

FIRST TERM.

Language—Oral and written work prepared by teacher. Reproduction of stories. Making sentences; use of capitals, comma, period and interrogation point.

Reading—Chart and supplementary work from black board.

Spelling—Words from reading lessons.

Numbers—Simple combinations to 10.

Writing—Blackboard, paper and pencil.

Drawing—Zaner, Ware and Webb, Book No. 1.

Music.

SECOND TERM.

Language—Continuation of first term's work with simple nature studies and dictation exercises.

Reading—Stickney's First Reader—finish.

Supplementary Reading—Seaside and Wayside, No. 1. Great Americans for Little Americans

Numbers—Read and write numbers to 100. Sutton and Kimbrough to page 30.

Writing—Tablets with pen and ink.

Drawing—Same as first term

Music.

Second Grade.

FIRST TERM.

Arithmetic—Sutton and Kimbrough's Lower Book to page 40.

Language—Work prepared by the teacher.

Reading—Stickney's Second Reader. Seaside and Wayside No. 2.

Spelling—Benson's First Book, page 30.

Writing—Zaner, Ware and Webb's copy book, No. 2.

Drawing—Zaner, Ware and Webb, book No. 2.

Music.

SECOND TERM.

Arithmetic—Sutton and Kimbrough's Lower Book to page 71

Language—Work prepared by the teacher.

Reading—Stickney's Third Reader. Aesop's Fables.

Spelling—Benson's First Book, page 54.

Writing—Zaner, Ware & Webb's copy book, No. 2.

Drawing—Zaner, Ware & Webb, book No. 2.

Music.

Third Grade.

FIRST TERM.

Language—Hyde's Lessons in English, Part I.
 Spelling—Benson's First Book, pages 55-73.
 Reading—Stickney's Third. Kingsley's Water Babies.
 Arithmetic—Sutton and Kimbrough's, pages 71-120.
 Geography—Work prepared by teacher.
 Writing—No. 3 and work prepared by teacher.
 Drawing—Zaner, Ware and Webb, Book No. 3.
 Music.

SECOND TERM.

Language—Hyde's Lessons in English, Part I.
 Spelling—Benson's First Book, page 73 to end.
 Eggleston's First Steps in American History, etc.
 Arithmetic—Sutton and Kimbrough's, pages 120-139.
 Geography—Rand-McNally's Elementary to page 68.
 Writing—No. 3 and work prepared by teacher.
 Drawing—Zaner, Ware & Webb, Book No. 3.
 Music.

Milne's Mental Arithmetic.

Intermediate Department.

This Department includes the Fourth, Fifth and Sixth Grades.

Fourth Grade.

FIRST TERM.

Language—Hyde's Lessons in English.
 Spelling—Benson's Second Book, to page 25.
 Reading—Woodward's Fourth Reader.
 Arithmetic—Sutton and Kimbrough's, Part I, pages 139-156.
 Geography—Rand-McNally's page 63 to end.
 Lessons in Physiology and Hygiene—Hutchinson.
 Writing—Copy Book No. 4 and general practice.
 Drawing—Zaner, Ware & Webb, Book No. 4.
 Music.

SECOND TERM.

Language—Hyde's Lessons in English.
 Spelling—Benson's Second Book, pages 25-48.
 Reading—Supplementary Reading—Tanglewood Tales, Hawthorne.
 The King of the Golden River, Ruskin.
 Robinson Crusoe. Arranged for Schools by W. T. Adams.
 Arithmetic—Sutton and Kimbrough's, Part I, pages 157-174.
 Geography—Work prepared by teacher.
 History—Eggleston's United States, to page 160.
 Writing—Copy Book No. 4 and general practice.
 Drawing—Zaner, Ware & Webb, Book No. 4.
 Music.

Milne's Mental Arithmetic.

Fifth Grade.

FIRST TERM.

Arithmetic—Sutton and Kimbrough's Higher, pages 1-84.

SECOND TERM.

Arithmetic—Sutton and Kimbrough's Higher, pages 84-129.

Grammar—Hyde's, pages 1-88.	Grammar—Hyde's, pages 88-181.
Geography — Rand - McNally's Grammar School, pages 39-78	Geography — Rand - McNally's Grammar School, pages 78-130.
Reading—Stickney's Fifth Reader.	Reading—Stickney's Fifth Reader
Supplementary—Book of Golden Deeds.	Supplementary—Book of Golden Deeds.
Spelling—Benson's Part II, pages 48-72.	Spelling—Benson's Part II, pages 48-72.
Mental Arithmetic—Milne.	Mental Arithmetic—Milne.
Writing—Copy Book No. 5, Zaner, Ware and Webb.	Writing—Copy Book No. 5, Zaner, Ware and Webb.
Drawing—Book 5, Zaner, Ware & Webb.	Drawing—Book 5, Zaner, Ware & Webb.
Music.	Music.

NOTE:—The work of the two divisions will be gradually brought together in the Fifth Grade. In the Sixth Grade both divisions are taught together entirely.

Sixth Grade.

Arithmetic—Sutton and Kimbrough's Higher, page 129 to end.
 Grammar—Hyde's English Grammar, page 181 to end and review.
 History—Pennybacker's History of Texas.
 Spelling—Swinton's Word Analysis.
 Geography—Rand-McNally's Grammar School. First to page 39 and from 110 to end.
 Reading—Under Six Flags, Cricket on the Hearth, Christmas Carol.
 Drawing—Zaner, Ware and Webb, Book No. 6.
 Writing—Zaner, Ware and Webb, Book No. 6 and Practice Book.
 Music.

High School Department.

This Department is composed of the Seventh, Eighth, Ninth and Tenth Grades, and requires four years of good, solid work, after the completion of the Primary and Intermediate Departments,

In order that pupils may enter the High School they must finish thoroughly the other Departments of the schools, or stand satisfactory examinations in the studies of the Intermediate Department. However, English and Mathematics will constitute the main test.

In order to graduate from the High School, pupils must complete thoroughly one of the required courses, making the required grade on each subject. The graduates of the High School, in either course, will be allowed to enter the State University without examination, and are prepared for the ordinary problems of life.

We are endeavoring to adjust the High School to the needs of the boys and girls, young Men and young ladies of the city of Gonzales,

and Gonzales and adjoining counties. We are prepared to give the very best instruction in the High School Department, as each teacher in this Department has made special preparation for the work assigned them.

FIRST YEAR.

<i>Classical Course.</i>	<i>Modern Language.</i>	<i>Commercial Course.</i>
FIRST TERM.	FIRST TERM.	FIRST TERM.
English	English	English
Arithmetic	Arithmetic	Arithmetic
Algebra	Algebra	Algebra
United States History	United States History	United States History
Physiology	Physiology	Physiology
Drawing	Drawing	Drawing
SECOND TERM.	SECOND TERM.	SECOND TERM.
English	English	English
Arithmetic	Arithmetic	Arithmetic
Algebra	Algebra	Algebra
United States History	United States History	United States History
Civics	Civics	Civics
Drawing	Drawing	Drawing

SECOND YEAR.

<i>Classical Course.</i>	<i>Modern Language.</i>	<i>Commercial Course.</i>
FIRST TERM.	FIRST TERM.	FIRST TERM.
English	English	English
Algebra	Algebra	Algebra
Latin	Latin	History
History	History	Physiography
Physiography	Physiography	Commercial Arithmetic
Drawing	Drawing	Drawing
SECOND TERM.	SECOND TERM.	SECOND TERM.
English	English	English
Algebra	Algebra	Algebra
Latin	Latin	History
History	History	Physiography
Physiography	Physiography	Commercial Arithmetic
Drawing	Drawing	Drawing

THIRD YEAR.

<i>Classical Course.</i>	<i>Modern Language.</i>	<i>Commercial Course.</i>
FIRST TERM.	FIRST TERM.	FIRST TERM.
English	English	English
Geometry	Geometry	Geometry
Latin	German	History
History	History	Bookkeeping
Physics	Physics	Physics
Drawing	Drawing	Drawing

SECOND TERM.	SECOND TERM.	SECOND TERM.
English	English	English
Geometry	Geometry	Geometry
Latin	German	History
History	History	Bookkeeping
Physics	Physics	Physics
Drawing	Drawing	Drawing

FOURTH YEAR.

<i>Classical Course.</i>	<i>Modern Language.</i>	<i>Commercial Course.</i>
FIRST TERM.	FIRST TERM.	FIRST TERM.
English	English	English
Geometry	Geometry	History
Latin	German	Geometry
History	History	Mental Science
Mental Science	Mental Science	Bookkeeping
Drawing	Drawing	Drawing
SECOND TERM.	SECOND TERM.	SECOND TERM.
English	English	English
Arithmetic and Algebra	Arithmetic and Algebra	Political Economy
Latin	German	Moral Science
Political Economy	Political Economy	Bookkeeping
Moral Science	Moral Science	Typewriting
Drawing	Drawing	Drawing

ENGLISH.

FIRST YEAR.

First Term—Whitney and Lockwood's English Grammar; Irving's Life of Columbus.

Second Term—Whitney and Lockwood's English Grammar; Longfellow's Courtship of Miles Standish; Evangeline; Irving's Legend of Sleepy Hollow; Irving's Rip Van Winkle.

SECOND YEAR.

First Term—Chittenden's English Composition; Lady of the Lake.

Second Term—Chittenden's English Composition; Ruskin's Sesame and Lillies; Julius Caesar.

THIRD YEAR.

First Term—Rhetoric, Quackenbos; The Princess, Tennyson.

Second term—Rhetoric, Sir Roger De Coverly Papers; Macbeth.

FOURTH YEAR.

First and Second Terms—History of English Literature, Halleck; Hales Langer English Poems.

HISTORY.

FIRST YEAR.

First Term—United States History, Our Country; Cooper, Estell and Lemon.

Second Term—Continuation of the first term's work.

SECOND YEAR.

First Term—Myer's General History to page 366; Outline maps of Greece and Italy; Creasy's Fifteen Decisive Battles.

Second Term—Continuation of the first term's work.

THIRD YEAR.

First Term—Myer's General History from page 366 to end; Gardner's Atlas of English History; Creasy's Fifteen Decisive Battles.

Second Term—Continuation of the first term's work.

FOURTH YEAR.

First Term—Larned's English History; Gardner's Atlas of English History; Creasy's Fifteen Decisive Battles; Outline map of England.

Second Term—English History; Elementary course in Political Economy, Walker.

LATIN.

FIRST YEAR.

First Term—Tuell and Fowler's First Latin Book; Guerber's Myths of Greece and Rome; Special Stress on Pronunciation by the Roman Method, and form work.

Second Term—Complete First Latin Book, and read Sight Selections.

SECOND YEAR.

First Term—Caesar's Gallic War, two books; Collar's Latin Prose Composition; Allen and Greenough's Latin Grammar; Guerber's Myths.

Second Term—Caesar, two books; Selections for Sight-reading; Collar's Latin Prose, Allen and Greenough's Latin Grammar.

THIRD YEAR.

First Term—Cicero, three orations; Collar's Latin Prose; Selections for Sight-reading; Allen and Greenough's Latin Grammar.

Second Term—Virgil, three books; Sight-reading; Work in Wilkin's Roman Antiquities; Latin Grammar.

SCIENCE.

FIRST YEAR.

First Term—Physiology, Hutchinson, Second Book.

Second Term—Civics, Young.

SECOND YEAR.

First Term—Physiography, Davis.

Second Term—Physiography, completed.

THIRD YEAR.

First Term—Physics, Carhart and Chute.

Second Term—Physics, completed.

FOURTH YEAR.

First Term—Mental Science, Halleck.

Second Term—Moral Science, Jenet.

MATHEMATICS.

FIRST YEAR.

First Term—Arithmetic, White's New Complete; Algebra, Milne's Elementary; Parallel work prepared by teacher.

Second Term—Arithmetic, White's New Complete, completed; Algebra, Milne's Elementary, completed.

SECOND YEAR.

First Term—Algebra, Milne's High School.

Second Term—Algebra, Milne's High School, completed.

THIRD YEAR.

First Term—Plane Geometry, Wentworth.

Second Term—Plane Geometry, completed.

FOURTH YEAR.

First Term—Solid Geometry, Wentworth.

Second Term—Review Arithmetic and Algebra.

GERMAN.

FIRST YEAR.

First Term—Grammar, Joynes Meissner, from first to page 100; Reading, Marchen und Erzalungen, Part I.

Second Term—Grammar, Joynes Meissner, from page 100 to 229; Reading, continuation of work in first term.

SECOND YEAR.

First Term—Grammar, Joynes Meissner, Part III; Reading, to be selected; Prose Composition.

Second Term—Grammar, Joynes Meissner, completed; Reading, to be selected; Prose Composition.

Special stress will be placed on correct pronunciation, and idiomatic expressions.

COMMERCIAL COURSE.

A very thorough course in the subject of Bookkeeping will be offered under the "Commercial Course" as provided in the courses of study. This will consist of a course in Commercial Law, Commercial Arithmetic, and the latest and best method of Bookkeeping, and one term in Typewriting.

FIRST YEAR.

First Term—Business Law, Myron T. Bly, Esq.

Second Term—Business Arithmetic, Williams and Rogers.

SECOND YEAR.

First Term—Bookkeeping, Williams and Rogers.

Second Term—Bookkeeping, continuation of first term.

THIRD YEAR.

First Term—Bookkeeping; Commission Business; Department Store Business.

Second Term—Bookkeeping, Manufacturing and Banking. Same Text-Book as used in first year's work. Typewriting, Touch Method, by E. N. Miner.

DRAWING.

FIRST AND SECOND YEARS.

Drawing—(Zaner, Ware and Webb), Book 7; Supplemented by work prepared by the teacher.

THIRD AND FOURTH YEARS.

Drawing—(Zaner, Ware and Webb), Book 8; Supplemented by work prepared by the teacher.

PHYSICAL CULTURE.

Each teacher will be expected to devote at least ten minutes daily to Physical Culture. The object being to develop symmetrically all parts of the body, to maintain the health of the pupils, and to cultivate ease and grace of manner and movement.

Indirectly it should greatly aid in discipline and thoroughness of work. A Manual for this course will be selected and furnished each teacher.

HUMANE TREATMENT OF ANIMALS.

The Public School Law of Texas requires that the humane treatment of animals be taught in the Public Schools. Each teacher will spend at least ten minutes each week teaching and impressing this subject on the children in their care.



Text-Books and Publishers.

The First Six Grades.

Stickney's Readers—Ginn & Co.
 Woodward's Fourth Reader—Woodward & Tierman.
 Benson's Spellers—D. C. Heath & Co.
 Sutton Kimbrough's Arithmetics—D. C. Heath & Co.
 Rand-McNally's Geographies—Woodward & Tierman.
 Hyde's Lessons In English—D. C. Heath & Co.
 Pennybacker's History of Texas—P. V. Pennybacker. *
 Milne's Mental Arithmetic—American Book Co.
 Swinton's Word Analysis—American Book Co.
 Drawing (Zaner, Ware and Webb)—University Publishing Co.
 Writing (Zaner, Ware and Webb)—University Publishing Co.
 Hutchinson's First Book in Physiology—Maynard, Merrill & Co.

HIGH SCHOOL.

First Year.

Arithmetic (Whites New Complete)—American Book Co.
 Algebra (Milne's Elementary)—American Book Co.
 Grammer (Whitney and Lockwood)—Ginn & Co.
 U. S. History (Cooper, Estill and Lemon)—Ginn & Co.
 Civics (Young's Government Class Book)—Maynard, Merrill & Co.
 Science (Hutchinson's Physiology and Hygien)—Maynard Merrill & Co.
 Drawing (Zaner, Ware and Webb, Book 7)—University Publishing Co.

Second Year.

English (Chittenden's English Composition)—S. C. Griggs & Co.
 Algebra (Milnes High School)—American Book Co.
 Latin (Tuell & Fowler's First Book)—Benj. H. Sanborn & Co.
 History (Myer's General)—Ginn & Co.
 Science (Davis' Physical Geography)—Ginn & Co.
 Drawing, Book 7 (Zaner, Ware and Webb)—University Publishing Co.
 Commercial Law (Myron T. Bly)—American Book Co.
 Commercial Arithmetic (William & Rogers)—American Book Co.

Third Year.

English (Quackenbos' Rhetoric)—American Book Co.
 Geometry (Wentworth's Plane)—Ginn & Co.
 Latin, Cæsar (Allén & Greenough)—Ginn & Co.
 Collar's Prose Composition—Ginn & Co.
 Allen & Greenough's Grammar—Ginn & Co.

History (Myer's General)—Ginn & Co.
 Physics (Carhart & Chute)—Allyn & Bacon.
 Bookkeeping (Williams & Rogers)—American Book Co.
 German Grammar (Joynes Meissner)—
 German Reader (Marchen und Erzalungen)—
 Drawing, Book 8 (Zaner, Ware and Webb)—University Publishing Co.

Fourth Year.

English Literature (Halleck)—American Book Co.
 Hales Longer English Poems—McMillan & Co.
 Geometry (Wentworth's Solid)—Ginn & Co.
 Cicero (Allen & Greenough)—Ginn & Co.
 Virgil (Allen & Greenough)—Ginn & Co.
 Mental Science (Halleck)—American Book Co.
 Moral Science (Jenet)—American Book Co.
 English History (Larned)—Houghton Mifflin & Co.
 Drawing, Book 8 (Zaner, Ware & Webb)—University Publishing Co.

Supplementary Reading for High School.

Irving's Life of Columbus; Irving's Legend of Sleepy Hollow; Irving's
 Rip Van Winkle—
 Longfellow's Courtship of Miles Standish; Longfellow's Evangeline—
 Education Publishing Co.
 Lady of the Lake (Scott)—Ginn & Co.
 Sesame and Lillies (Ruskin)—U. S. Book Co.
 Julius Caesar (Shakespeare, Hudson Edition)—Ginn & Co.
 The Princess (Tennyson).
 Sir Roger De Coverly Papers.
 Macbeth (Shakespeare).

Note:—Any good edition of the above classics will be satisfactory,
 even where a certain edition is given.

General Statements.

ANNOUNCEMENT CONCERNING UNIVERSITY ENTRANCE EXAMINATIONS.

The University of Texas has made arrangements to give entrance examinations at the affiliated high schools. This saves the expense of going to Austin.

This examination is given each year in the Gonzales High School building the fourth Wednesday in May.

The questions are sent from the University, sealed, to the Principal of an affiliated school, and are not opened until the day of the examination, and then in presence of the applicants.

HIGH SCHOOL GRADUATES.

Our graduates enjoy the honor as well as privilege of entering the University without examination. Those who have attended the University from our High School have made good records, and we have several there now who are keeping up the record.

Also, a scholarship in the University is offered the graduate of each affiliated high school making the highest yearly average during their graduating year. This scholarship exempts the one receiving it from matriculation or tuition fees. Young men and ladies who expect to attend the University from Gonzales or adjoining counties should avail themselves of the course in Gonzales High School before making an effort to enter there. We are now affiliated in English, History, Mathematics, Latin and German.

LIBRARY.

We have in our library about one thousand books, consisting of books for the teachers on a pedagogical line; reference books which the students are required to consult freely, especially those of the High School Department; and a circulating library consisting of a choice selection of standard novels and poetry, also stories suited for the children in the lower grades.

We have a splendid system of directing the reading of those allowed to procure books.

We believe that education does not consist so much in a knowledge of text-books as in a love for reading the works of the best authors and writers. In the past the citizens of Gonzales have contributed liberally to the library. They are to be commended, for it indicates intelligence and broadness of mind on the part of our people. If in the few years your children attend the public schools, we do nothing more than to teach them to read intelligently and inculcate a love for reading good books, our earnest, patient labors will have been rewarded, and your children benefitted more than is possible for you to ever know.

Good books are the greatest moral restraints that we have for the boys and girls. Parents should not spare an effort to procure a selection of choice books for the home library. Teach your children to appreciate them, make the room used for reading just as attractive, comfortable and pleasant as possible. Then your children will find comfort and pleasure in their books, and in their own pleasant homes, instead of seeking it elsewhere.

LIBRARY RULES.

1. The librarian shall keep a complete list of the books in this library.
2. Books can be drawn out but once in two weeks, one at a time on such days as the librarian may appoint.
3. Only teachers and enrolled pupils are entitled to the free use of these books, but all graduates paying fifty cents per term will be equally privileged.
4. This library will be opened once every week during vacation at such a time as the librarian may appoint, and all former pupils upon payment of a fee of fifty cents will have the privilege of using the books.
5. No reference book must be carried from the building under any pretext, and not from the library—only during school hours, and then by a teacher or with the permission of a teacher.

LIBRARIAN.

1. The librarian shall be elected by the Board of Trustees for a term of one year. The election shall take place at the same time as the election of teachers.
2. The librarian shall receive Five Dollars per month, to be paid by the Trustees at the same time and manner as teachers' salaries.

MUSIC DEPARTMENT.

This Department is kept up by tuition for music, and is under the direction of the authorities of the city schools, and the Trustees will reserve the right to, at least, approve the rate of tuition, etc.

Music is important in the education of both girls and boys, and should be encouraged and emphasized. This can be done better under the direct management of the schools.

Expenses.

Tuition.

PRIMARY DEPARTMENT.

First Grade, per month	}	\$2.00
Second Grade, per month			
Third Grade, per month			

INTERMEDIATE DEPARTMENT.

Fourth Grade, per month	}	\$2.75
Fifth Grade, per month			
Sixth Grade, per month			

HIGH SCHOOL DEPARTMENT.

First Year, per month	}	\$3.50
Second Year, per month			
Third Year, per month			
Fourth Year, per month			

MUSIC DEPARTMENT.

Music, per month	\$4.00
------------------	-------	--------

BOARD.

Board can be obtained in the best private families for from Ten to Fifteen dollars per month. It is possible for worthy boys and young men to arrange to pay part or all of their board by working some in the evenings and mornings for families with whom they board. This arrangement has been made by several young men who have attended school here during the last few years.

TRANSFERS.

Transfers from other parts of the county are allowed to attend the last five months of the session without any extra charge. For the first four months they will be charged the above rates of tuition unless otherwise arranged with the Board of Trustees.

Those living outside the city limits, who expect to patronize the school here, should have their children transferred before the first day of September, as that is the limit of the time within which they may be transferred. See to this if you want the benefit of your public money.

TEACHERS.

Each Department of our schools is in charge of good teachers. Our teachers have made special preparation for their work. They are selected with a view to their qualifications and fitness for the special class of work assigned them. The Trustees have found it necessary to employ some additional teachers for the white schools, and the indications are that it will be necessary to increase the teaching force again at the opening of the session.

HIGH SCHOOL.

As will be noticed in the Course of Study, we will offer three different courses in the High School Department next year.

Either of these courses will prepare pupils to enter the State Uni-

versity without examination. At the same time the Commercial Course leaves out Latin and German and gives special emphasis to Commercial Arithmetic, Commercial Law, Bookkeeping and Typewriting. So our course of study well completed will prepare our pupils to enter higher institutions of learning, to teach in the public schools of the State successfully, or gives them a foundation for other professions.

The Commercial Course especially fits those completing it for a successful business career.

We are striving to build up our schools in general, and especially the High School. It is to be lamented that so few of the children who enter the public schools finish the entire course. It is not the great number who enter the Primary Grades nor the large attendance that indicates the best and most effective work in a public school, but the number who finish the entire course. It is a problem under the present system of graded schools to keep children through the High School.

REGULAR ATTENDANCE.

The importance of regular attendance cannot be too strongly emphasized. The loss on account of a few days' absence is almost irreparable. If possible each pupil should be present at the beginning of the session and remain until the close of the year. Irregular pupils not only hurt themselves, but are hurtful to regular pupils and the school in general. We have quite a large list of pupils who were neither absent nor tardy during last session. Try to add your child to this number during next session.

CO-OPERATION.

We earnestly solicit a continuation of the sympathy and help of the patrons of the schools as we have had for the past six years. We are striving to direct the schools in such a manner as to make them of greatest benefit to the children, parents and town. Our schools are conceded to be second to none in the State. The Board of Trustees are faithful in the performance of their duties and do not believe in half doing things. They are highly intelligent business men, able to direct the schools for the best interest of all concerned. Visit the schools from time to time and investigate for yourself. We are always glad to have parents and friends visit us and talk over matters pertaining to their children and the school in general. You will receive courteous treatment at all times when you come, and you will benefit your children and inspire the teachers by showing that you take an interest in their work.

To the Teachers of Gonzales County.

We realize that there are a number of teachers who would like to better their condition in the way of salary and position. Have you

thought of it? By economy of time you can raise your certificate in a short time by attending some good school after your school closes. When your school is out come to Gonzales High School, we will help you to do what you desire, and what you ought by all means to accomplish. There is a demand for progressive teachers, who are up-to-date, abreast with educational ideas of the times.

For any further information address any member of the Board of Trustees or the Superintendent.

By-Laws of the Board of Trustees.

SECTION. 1. The regular meeting of the Board shall be on the first Thursday of each month at 4 o'clock p. m. in the Superintendent's office in the High School building.

Special meetings of the Board may be held upon call of the President.

SEC. 2. The regular officers of the Board of Trustees shall be a President, a Secretary, a Treasurer, and an Assistant Secretary. The President, Secretary and Treasurer shall be elected at the first regular meeting after the first Saturday in May every year. The office of Assistant Secretary shall be filled by the Superintendent.

At the same time the following standing committees shall be appointed by the President: Teachers, Course of Study, and Text-Books; Rules, Grievances, and Complaints; Buildings, Purchase, and Repairs; Finance, Claims, and Accounts. The Committee on Teachers, Course of Study, and Text-Books shall consist of the President, one other member, and the Superintendent; the Committee on Finance, Claims, and Account shall consist of two members and the President. The other committees shall consist of two members and the President. The President shall be *ex officio* chairman of each committee.

SEC. 3. It shall be the duty of the President to preside at all meetings of the Board, preserve order, enforce the rules, sign all warrants drawn on the Treasurer, and appoint all committees when not otherwise provided for. In case of absence or disability of the President, a President *pro tem* shall be elected by the Board, who shall perform the duties of the President.

SEC. 4. It shall be the duty of the Secretary to record the proceedings of the Board in a book kept for that purpose, and to preserve carefully all books and papers belonging to the Board. He shall keep the books and accounts of the Board in such a manner as designated by the Board. In the absence of the Secretary, the Assistant Secretary shall act as Secretary.

SEC. 5. It shall be the duty of the Treasurer to pay all warrants drawn on him as Treasurer and signed by the President. He shall

keep a correct account of all moneys received and disbursed by him, subject to the inspection of any member of the Board. He shall make an annual account at the end of each scholastic year to the Board of Trustees, and he shall make financial reports at such other times as the Board may order.

SEC. 6. The duties of the Standing Committees shall be as follows:

(1). The Committee on Finance, Claims, and Accounts shall contract for and purchase all supplies for the schools; shall examine and pass upon bills and claims against the Board, attend to insuring the school property, make out a financial statement at the close of the year, which shall be inserted in the annual report, and shall attend to such other financial matters as the Board may require.

(2). The Committee on Rules, Grievances, and Complaints shall report such changes in the rules as may be needed; shall investigate all grievances and complaints that may be brought to them by teachers or parents and report result of investigations to the Board; shall examine the Superintendent's report at close of year and attend to the publication of an annual report.

(3). The Committee on Buildings, Purchase, and Repairs shall examine the school buildings from time to time and make such repairs as are needed, and purchase such supplies as may be needed in the way of furniture, fuel, apparatus, etc.

(4). The Committee on Teachers, Course of Study, and Text-Books shall investigate the qualifications of applicants for positions and report to the Board, and they shall report such changes in the course of study and text-books as may be required for the advancement of the schools.

SEC. 7. Four members shall constitute a quorum for the transaction of business of the Board.

SEC. 8. Upon the call of any two members present the yeas and nays may be taken.

SEC. 9. The Board may elect Superintendent, teachers, and janitor at any time they may designate after the first Saturday in May. The parties elected shall hold their positions for one year. The salaries will be fixed at the time of election and may not be changed during the time for which the parties are elected.

SEC. 10. Persons elected or appointed to any position by the Board may be removed by a majority vote of all the members of the Board. The Board shall, except in extreme cases, notify a teacher three weeks in advance of removal; and a teacher wishing to resign must give, if practicable, three weeks notice of such wish.

SEC. 11. The Board, at the regular meeting in May, of each year, must act upon the notice sent by teachers and must notify the teachers, through the Secretary of the Board, within ten days after the time of meeting, what action has been taken. These notices of the teachers must be sent in writing to the President of the Board of Trus-

tees, on or before Monday following the first Saturday in May of each year, and shall state whether the teachers intend to remain the following year, any changes they may wish in the work, rules, etc.

SEC. 12. One member of the Board shall visit the schools each week. The President shall be first, the Secretary next, and the others in the order designated by the President. On Monday of each week the Assistant Secretary shall notify the member whose time it is to visit.

SEC. 13. The Assistant Secretary shall call the attention of each member of the Board to the regular meeting, not later than 2 p. m. of the day of the meeting.

SEC. 14. The order of business shall be as follows:

(1) Reading minutes of previous meeting. (2) Reports of standing committees. (3) Reports of special committees. (4) Memorials and petitions. (5) Resolutions. (6) Unfinished business. (7) Miscellaneous business. (8) Adjournment.

SEC. 15. Any motion to amend these By-Laws shall be made at a regular meeting, and then lie over until the next regular meeting.

Rules and Regulations.

GENERAL RULES.

1. The schools shall be divided into three Departments—Primary, Intermediate, High School. The Primary Department shall comprise the first three years of the child's school life, and shall consist of the first, second and third grades. The Intermediate Department shall comprise the next three years of the child's school life and shall consist of the fourth, fifth and sixth grades. The High School Department shall comprise the last four years of the child's school life in the public schools, and shall consist of the seventh, eighth, ninth and tenth grades. The work of each Department shall be such as may be prescribed in the Course of Study.

2. The schools shall open on the second Monday in September and continue in session nine months, or thirty-six weeks, inclusive of all vacations and holidays. The schools shall be conducted as free schools the full nine months by the patrons supplementing the school fund with a tuition fee of two dollars for each child. No child, on account of poverty, shall be excluded from school. By vote of Board of Trustees, those children whose parents are too poor to pay the tuition fee shall be permitted to attend free.

3. The session shall be divided into two terms, the first consisting of four scholastic months, and the second, five.

4. The schools shall be closed on Thanksgiving and the day fol-

lowing, one week at Christmas, one day at the end of the first term, the 21st of April, and on such other days as the Board may see fit. The teachers shall receive pay for all holidays and vacations.

5. There shall be one daily session extending from 8:30 a. m. until 3:30 p. m. In very bad weather the schools may be closed at 1:00 p. m.

6. The recesses shall be as follows: From 10:30 to 10:45; from 12:00 to 12:30; from 2:00 to 2:15. In bad weather the recesses may be 10 minutes in the forenoon, 15 minutes at noon, and 5 minutes in the afternoon. The first grade may be given such rests as the teacher may think necessary.

7. Pupils shall undergo written examinations at the close of each term upon the work covered up to the time of the examination; but no pupil who has not been present the last month of the year shall be permitted to take the Final Examination at close of year, except by special permission of the Board of Trustees, upon recommendation of the Superintendent and teachers. The teacher shall keep a record of the pupil's daily work, and shall make out a record at the end of each month. A term average shall be made from the examination and record of daily work. A general record shall be made at the close of the year from the term averages. Deportment, attendance and punctuality shall be counted the same as studies.

8. The regular promotion of pupils shall be made at the beginning of each school year, but special promotions may be made at the discretion of the Superintendent and teachers. Pupils in the Primary and Intermediate Departments shall be credited to higher grades at the close of each year's work by Board of Trustees as follows: (1) Pupils whose record for full nine months is a general average of 70 per cent or more, and not below 50 per cent in any branch, shall be credited without question; (2) pupils whose record for less than nine months is a general average of 75 per cent, and not below 55 per cent in any branch, shall be credited without question, provided they have taken the final examinations; (3) pupils whose record is a general average of 65 per cent or more, but less than 75 per cent, and not below 40 per cent in any branch may be credited upon recommendation of the teacher and Superintendent.

9. The Board of Trustees at the June meeting shall appoint a teacher for summer school work. Pupils who have failed of promotion in but one or two studies, upon recommendation of Superintendent and teachers, may have the privilege of attending this school and bringing up their studies. Such of these pupils as may be recommended by the summer teacher, after consulting with the President and Superintendent, as sufficiently prepared to do the work, may be permitted to go on in the fall with the grades to which they would have been promoted in the spring, provided they enter at the beginning of the term.

10. The rate of tuition per month shall be as follows:

Grade 1 }	\$2.00	Grade 4 }	\$2.75
Grade 2 }		Grade 5 }	
Grade 3 }		Grade 6 }	
High School (Seventh, Eighth, Ninth and Tenth Grades)			
\$3.50			

A reduction of ten per cent. from the above rates of tuition will be allowed those who pay for the entire year in advance. Those transferring from other districts will be allowed the same reduction provided they pay the first four months in advance.

All tuition shall be paid in advance on or before the entrance of the pupil into the school, and monthly in advance thereafter, and no pupil shall be allowed to continue in attendance on the school longer than one week without payment of tuition as herein provided. Should any pupil, chargeable with tuition, fail to pay such tuition for one week after due as aforesaid, it will be the duty of the teacher to report same to the Superintendent, who shall at once cause said pupil to withdraw from the school, to return when the tuition is paid. All money for tuition shall be paid to the teacher of the one paying, and the teacher shall immediately pay over the same to the Superintendent, who shall give a receipt for the same to parent or guardian, and also to the teacher, provided, that in case of sickness of any pupil continuing two weeks or longer the money shall be refunded for the time lost.

11. All children between the ages of eight and sixteen years, whose parents or guardian are *bona fide* residents of the city of Gonzales, and whose names appear upon the scholastic census of this city, shall be entitled to attend the free school term without charge of tuition. All others will pay tuition as noted in Section 10, or they will be referred to the President of the Board of Trustees, who will make proper inquiries into their rights, and report the result of his inquiries to the Board for its action.

12. The bell shall be rung as follows: 8:00, warning call; 8:30, entering call; 9:00, tardy taps; at 10:30, 12:00 and 2:00 warning will be given for the beginning of the recesses, and also at 10:45, 12:30 and 2:15 for the closing of the recesses. The teacher will be notified three minutes before each recess that they may prepare pupils for dismissal; also, the pupils will be notified two minutes before the close of each recess. The warning call at 8:00 shall be rung five minutes, and the entering call two minutes. The tardy taps shall be three in number, beginning two minutes before 9:00 and ending at 9:00.

13. The Superintendent shall call a meeting of the teachers Saturday morning at 9:00 preceding the opening of the school in the fall for the purpose of preparing for the opening day, and for such other work as may be required to be done at that time.

14. At the opening of the session the Board of Trustees shall select a supernumerary teacher, whose duty it shall be to visit the schools from time to time and be prepared to take charge of any room

in case of absence of the teacher, and who shall receive such compensation as the Board may deem just.

15. No settees, chairs, apparatus, etc., shall be taken from the school premises.

16. No one shall be permitted to enter the High School buildings or grounds, except during the time school is actually in session, from 8:00 a. m. to 3:30 p. m. without written permission from the President of the Board of Trustees; said permission to be addressed to the Janitor. This rule does not apply to the Superintendent, Teachers or Trustees.

17. The following system will be used in grading the pupils of the High School: E. (Excellent) will denote from 90 to 100; G. (Good) from 80 to 90; S. (Satisfactory) from 70 to 80; I. (Indifferent) from 65 to 70; U. (Unsatisfactory) below 65. A pupil who falls below 65 on any subject will be required to take the same subject the following year, or satisfactory examination.

SUPERINTENDENT.

1. The Superintendent is the executive officer of the Board of Trustees and he shall act under its advice and direction. He may attend the meetings of the Board to advise with the Board with reference to school matters.

2. He shall make monthly reports to the Board, showing the standing of the school for each month. He shall make an annual report containing such matters as the Board may direct.

3. He shall inform himself on the school system of our State, and he shall study the workings of other schools, so that he may better be able to keep the schools under his care in a first-class condition.

4. It shall be his duty to supervise the schools and see that the rules and regulations are faithfully carried out.

5. He shall carefully observe the teaching and discipline of the teachers and shall report to the Board of Trustees whenever he shall find any teacher deficient or incompetent in the discharge of their duties.

6. He shall, in connection with his teachers, arrange work for teachers' institute.

7. He shall have, under the direction of the Board of Trustees, supervision of all the public school books, school houses, apparatus, library, etc.

8. He shall have power to suspend pupils for neglect of duty, irregular attendance, insubordination or violation of rules.

9. All complaints and grievances of parents shall be made in person to the Superintendent.

10. The Superintendent shall set aside from 8:30 to 9:00 each

Monday forenoon to attend to reported pupils and to such other matters as the teachers may have on hand.

11. He shall make a monthly report to the Board of the absence or tardiness of teachers, either from school duties or attendance upon the institute.

12. The Superintendent shall make all orders for books. No book, regular or supplementary, shall be ordered or used without his approval.

TEACHERS.

1. Teachers shall be in the school building at 8:30 a. m. each day, and they must not leave the building before all the pupils are dismissed without the permission of the Superintendent, and not then except in case of sickness or urgent reasons. They shall register in the Superintendent's office when they first come to the building and when they leave. They shall see that their rooms are in proper condition for the reception of pupils, in cleanliness, temperature, work, ect., and in fair condition upon the leaving of pupils.

2. Any teacher who may be unable to attend to school duties shall notify the Superintendent, who shall notify the supernumerary teacher to take charge of the room; in no case must the absent teacher request some one to take his place, but the matter must be wholly left to the Superintendent. The absent teacher shall forfeit his salary for the days he is absent unless otherwise ordered by the Board. The party doing the work shall receive such compensation as the Board deems right.

3. They shall practice such discipline in their rooms as would be exercised by a kind and judicious parent in his family—always firm and vigilant, but prudent. They shall endeavor on all proper occasions to impress upon the minds of their pupils the principles of morality and virtue, a sacred regard for truth, love of God, love of man, sobriety, industry and frugality. But no teacher shall exercise any sectarian influence in school.

4. They shall pay special attention to the use and abuse of the school furniture, buildings, etc., and shall report any injuries at once to the Superintendent.

5. They shall exercise a vigilant care over the pupils on the play ground, and, as far as possible, on their going to and from school. When the weather is quite inclement, pupils may remain in their rooms, but the teacher must not permit them to engage in rough or boisterous play.

6. They shall permit no disorderly conduct at any time in their rooms, nor shall they permit pupils to remain alone in their rooms.

7. They shall devote themselves during school hours exclusively to the instruction of their pupils, maintain good order, and strictly ad-

here to the course of study and text-books prescribed by the Board.

8. They shall attend carefully to the ventilation and temperature of their rooms.

9 The teachers may be allowed to use corporal punishment, with Superintendent's permission, in presence of Superintendent or some one of the teachers, but never in presence of the school or room; the same to be reported to the parent or guardian in detail, stating offense, instrument used, severity, etc. Also must be reported to Superintendent in the same form, provided he is not present, and he shall report to the President of Board; these reports to be made on the day of the punishment, if possible. Corporal punishment must not be administered except in extreme cases of misconduct, stubbornness, etc. The President will report to the Board, and it shall become a matter of discussion at their next meeting.

10. Teachers shall not detain pupils after school. They shall not "keep in" at recess. If found necessary to speak to a pupil concerning order, work, care of property, etc., a teacher may detain such pupil for a short time.

11. Each teacher shall, within two weeks after the commencement of each term, make out a program and place it in some conspicuous place in his room, and shall give a copy to the Superintendent. Any change in this program must be made with the consent of the Superintendent.

12. The opening exercises shall be such as each teacher may desire.

13. They shall see that the pupils are regular in their attendance upon the school, and shall notify the Superintendent of pupil's non-attendance.

14. They shall keep a register in which shall be recorded the name, age, residence and parentage of pupils, and name of parent or guardian, also the date of entering and quitting of each pupil, and the cause of the pupil's quitting school. They shall keep a record of the attendance, scholarship and deportment of each pupil, a monthly report of which shall be sent to the parent or guardian, and by him signed and returned to the teacher.

15. They shall send no pupils upon errands not pertaining to the business affairs of the school.

16. They shall not permit solicitations for subscriptions to contributions, nor the reading or distribution of advertisements in any room or on the grounds, nor shall they permit any agent or other person to enter the rooms or grounds for the purpose of exhibiting any book, map or article of apparatus, or to announce any public entertainment, except by special authority of the President and Board.

17. They shall not permit in their presence any pupil or pupils to criticise unfavorably the character, conduct or acts of any teacher

employed in the schools, and any teacher who shall, by word or act, endeavor to undermine the authority, discipline or influence of a teacher, will be liable to be discharged from service in the schools.

18. They shall see that the pupils under their charge distinctly understand and faithfully observe all the rules relating to pupils.

19. They shall follow out such plans and work as the Superintendent may give them.

20. They shall remain after school at any time the Superintendent may wish, but they shall not be detained longer than thirty minutes.

21. They must give up their rooms to the Janitor each day within fifteen minutes after the close of school, except in case of necessary work to be done, when they may retain them thirty minutes. If they wish them longer than thirty minutes they must get permission from the Superintendent.

22. No teacher shall be allowed to employ his time outside of school hours in any manner which will interfere with his efficiency or usefulness as a teacher in the public schools.

23. Teachers must not gather at any time in the halls, nor shall they visit one another's rooms unless upon special school matters. They must go to their places when the recess morning bell rings to be prepared to see that the pupils form lines and enter the building properly when the marching-in bell rings.

24. Teachers shall not receive any presents from their pupils, nor allow collections to be taken up for such purposes.

25. Teachers of each department shall, in turn, be present on the grounds with the pupils at recess.

26. Teachers are presumed to be able to govern their individual rooms. They are not expected to send pupils to the Superintendent, or call him in, except in extreme cases. In case it becomes necessary to seek aid from the Superintendent the offense must be stated to him by the teacher, but the teacher shall never suggest the mode of punishment.

27. It shall be the duty of all male teachers to spend the intermissions on the grounds with the boys, and see that the rules and regulations are faithfully observed.

28. Each teacher shall make a monthly report to the Superintendent on such particulars as the Superintendent may ask. Also each teacher in white schools and the principal of the other schools shall make an annual report to the Superintendent on the same *items* as the Superintendent is required to make to the State Superintendent. The monthly report shall be handed to the Superintendent not later than Tuesday of the first week of the month. The annual report not later than one week after school closes.

29. Each teacher shall make out a course of study for their grades during the last month of school each year subject to the approval of the Superintendent. This to be used in annual report.

30. All teachers employed by the Board for the white schools shall have a first grade or permanent certificate. Teachers for Mexican and colored schools shall have a second or higher grade.

PUPILS.

1. All pupils upon their admission to the school shall be properly registered, and shall attend the rooms to which they have been assigned by the Superintendent. Pupils entering the schools for the first time must be examined orally by the Superintendent and assigned to such grades as he may think proper; the teacher shall then give such pupils a written examination. From this written examination the pupils will be placed by the Superintendent in the grades to which they are fitted.

2. They are required to furnish all necessary books and stationery used in their classes, in default of which they shall not continue in school.

3. Pupils absent more than four days in four consecutive weeks, without good excuse, may be suspended. The only excuse considered good shall be sickness or some urgent cause, making attendance or punctuality almost impossible. The excuse must be given in writing by the parent or guardian. Pupils who come twice without the written excuse may return for it.

4. Pupils tardy four times or more in four consecutive weeks may be suspended. No excuse shall be received for tardiness. Tardy pupils must be sent at once to the Superintendent, who shall enter their names in a tardy book.

5. No pupil shall be permitted to leave school before the end of the day's session, save in case of sickness, without a written request from parents and by consent of the Superintendent. No pupil shall be habitually so excused without a permit from the Board. A pupil excused for sickness must on his return to school present a notice from his parent or guardian, stating the time the pupil reached home on the day excused.

6. Pupils must be cleanly in person and clothing, and each must keep his desk and part of the floor in a neat condition.

7. Pupils injuring any desk, or other school property, shall pay full damages, or leave school, and shall not be allowed to re-enter school, except by vote of the Board.

8. No teacher, pupil, nor janitor shall be permitted to use tobacco, in any form, on or about the school premises.

9. Any pupil who shall, in or about the school premises, write or use profane or obscene language, or who shall draw or carve any ob-

scene pictures or representations, or who shall carry firearms or other deadly weapons, shall be liable to suspension or expulsion at the discretion of the Superintendent and Board.

10. Pupils must not throw missiles, stones, sticks, etc., and pieces of their lunch on the school premises nor on the roads adjoining the school grounds

11. During the regular exercise of the school pupils shall abstain entirely from communicating with each other by signs, writing or speaking, unless by special permission of the teacher in charge.

12. Pupils shall not be permitted to enter the school grounds before the first bell at 8:00 o'clock nor will they be permitted to enter the school building until 8:30, except in bad weather, when they may be permitted to enter when they come.

13. Pupils must not remain outside school grounds after the first bell at 8:00, nor remain on the school grounds after the call at 8:30, nor loiter around the school grounds after the regular school hours.

14. All pupils shall go directly to and from school, and shall abstain from playing and quarreling by the way.

15. If any pupil, through irregularity in attendance, or from any other cause, fails to retain his standing in the grade to which he belongs he may be reduced to a lower grade.

16. Pupils who are absent from any examination must take the examination when they return, unless otherwise ordered by the teachers and Superintendent.

17. Any pupil who is absent five successive days and does not return on the sixth day shall be considered as withdrawn from school.

18. All cases of suspension shall be made by the Superintendent who shall immediately notify, in writing, the parent or guardian, and the Board of Trustees, through their President, stating the cause for suspension.

19. The pupils must, in all cases, be obedient and respectful to their teachers, and polite in their intercourse with each other. They must be diligent in study, prompt in recitation, and of good behavior during the recesses, and in coming to and from school. Neglect of any of the above, from carelessness or ill-feeling, shall be good cause for suspension.

20. A pupil absent five days or more in one month must be sent to the Superintendent, and if satisfactory excuse cannot be given he shall be suspended, or the parent or guardian must see the Superintendent. All such pupils must be sent to the Superintendent on the first Monday of the following month after the absence.

21. A pupil whose work or deportment falls below 40 in any week, or who is engaged in any serious disorder, shall be reported to

the Superintendent. Three such times shall cause the parent to be notified; if a second notice is necessary the parent must come to the school building to see the teacher; a third notice shall cause the parent to see the Superintendent in his office; a fourth notice shall cause the parent to call upon the President of the Board at his office: upon a fifth notice the pupil shall be suspended; a sixth notice shall cause the pupil's expulsion. If the parent expresses himself as unwilling to aid the teacher, then the matter shall be referred at once to the next higher in authority. If the Parent, when referred to the Board, persists in his unwillingness to aid the teacher, then the pupil shall be expelled by the Board.

22. A pupil dropping out of school during a term, upon his entering the following year shall be placed in the grade or division to which he belonged at the time of stopping, but such pupil shall be entitled, if he so desires, to take a written examination for the next higher grade or division, wherein he must be placed if his papers show that he can do the work in that grade or division.

23. A pupil fighting on the way to and from school for the first offense must go before the Superintendent; for the second offense, before the President of the Board; for the third offense, before the Board of Trustees assembled; for fourth offense, be expelled. The parent or guardian must be informed at once, in writing by the Superintendent, of the pupil's offense and penalty.

24. Pupils shall be governed in all details of conduct not specified in these rules and regulations by such rules as may be prescribed by the Board of Trustees, by the Superintendent or by the teachers.

25. Boarding pupils, pupils with weak eyes, and those physically unable to do the work may be allowed to take part of one of the prescribed courses, and shall receive credit for all work completed. The Superintendent shall investigate each applicant's claim under the above rule, and decide whether or not it is necessary to allow the departure from the regular rules of the school.

26. Pupils will not be allowed to leave the grounds to take music or other lessons during the regular daily session. They may take music one-half hour each day from the music teacher employed by the Board of Trustees. The time will be arranged by the music teacher and the teacher in charge, subject to the approval of the Superintendent.

27. All pupils are required to do the prescribed drawing course, unless they present a certificate from an oculist, stating that drawing will actually injure their eyes.

28. All pupils in the High School who make an average of 90 or more in their daily work for the term on any subject, will be excused from taking examination on that subject.

JANITOR.

1. He shall thoroughly sweep every school room, hall and stair-way daily, and with cloth or feather brush, shall remove all dust every morning from the desks, tables, seats, chairs, etc.

2. He shall keep the sidewalks and yard clean and in good order at all times.

3. He shall have sole management of the heating apparatus of the buildings, acting under the direction of the Superintendent, and shall report to the Board any defects in same.

4. He shall attend personally to the closing and securing of all windows and doors of the buildings, and keep the gates closed at all times when not required to be open for school use, and the fences and buildings free from marks.

5. If necessary, he shall wash the floors, stairs, wainscoting, and windows just before the beginning of each term; and shall keep all rooms and walls of the buildings in neat condition.

6. He shall keep the privy seats and floors neat and clean, washing them at least once a week. He shall visit the boys' privy frequently during the day, between and during the recesses, to see that they are taking proper care of it.

7. He shall make all minor repairs, remain on the play-grounds with the boys during recesses, and provide water for the teachers and pupils.

8. He shall have full control of the grounds and buildings from 3:30 p. m. to 8:00 a. m., and pupils desiring to enter grounds or buildings within that time must get permission from him.

9. He shall have charge of the buildings and grounds at all times when the school is not in session and he shall see that there is no trespassing or injuring of property.

10. He shall see that the chairs, benches, etc., are not taken from the school yard or house.

11. He shall perform such other duties as may be assigned him by the Superintendent and Board.

12. The Janitor shall visit each room as often as necessary, at least once, between recesses, to see that the rooms are properly heated and ventilated.

PARENTS.

Parents are requested to have their children enrolled as early in the year as possible, and to see that they are regular and punctual in attendance, and that they prepare such work at home as their teacher may mark out for them.

Do not forget that no child can be detained after school and that

many cases of disorder on the streets can be prevented by requiring your children to report at home within a reasonable time after the daily session of the school closes.

If you should be requested to call at the school building to consult with the teacher in regard to your child, you must know that this is done for the good of the child, and however unpleasant it may be for you to meet the teacher that it is just as unpleasant for the teacher to meet you.

Please remember that the imagination of children is very active and that in many cases they highly color the happenings at school. You are earnestly requested not to pass judgment until you can confer with the teachers, the Superintendent or the Board of Trustees.

You are cordially invited to visit the schools and acquaint yourselves with the work of children and teachers.

The children who have least trouble in school and do the best work are those whose fathers and mothers encourage both teacher and child.

Parents are requested to confer freely with the members of the Board of Trustees in regard to matters of interest to the public schools.

Definition of Terms.

PROMOTED—Placed in a higher grade.

DEMOTED—Placed in a lower grade.

WITHDRAWN—Absent more than five days in succession.

ENTERED—Came into school for first time.

RETURNED—Came into school after having withdrawn.

TARDY—Getting into school after 9:00 and before 12:00.

ABSENT—Not reporting at school between 9:00 and 12:00.

DISMISSED—Permitted to leave school before close of daily session.

EXCUSED—From absence by note of parent.

REPORTED—Sent to Superintendent by teacher or janitor.

REPROVED—Sent to parent or guardian.

REFERRED—Sent to President of Board by Superintendent.

SUSPENDED—Sent to the Board of Trustees by Superintendent or President.

EXPELLED—Sent out of school by Board of Trustees.

REINSTATED—Permitted to return to school by Board of Trustees.

LIBRARY OF CONGRESS



0 021 524 689 9 ●